



State of Utah

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Client Service Memorandum 2017-01

Date: April 11, 2017

From: Aaron Thompson, DRS Director

To: Client Service Staff

Subject: 2017 Summer School Policy Suspension

This memo is notification that the Summer School Policy (Chapter 9, Appendix 9-B of the Client Service Manual) is suspended for Federal Fiscal Year-17. I am granting approval for the authorization of Summer 2017 semester tuition, fees and books. Provision of this service still must meet the requirements of necessary and appropriate to support clients in advancing in their higher education training programs, as defined in their Individualized Plan for Employment (IPE).

Consistent with previous year's determinations, the suspension of the Summer School Policy is based on review of the client service budget, expenditures, and the number of clients currently receiving services.

The costs associated with the summer semester are one-time expenses that we can confidently afford with our current resources. The overall intent of this approval serves the best interests of our clients who are working toward achieving their educational goals and ultimately employment. Assisting in timely client progression and successful exit from the VR program helps the agency's capacity to release more clients off the Order of Selection wait list for services.

Please proceed with contacting clients who have expressed a need to attend summer school, and coordinate the provision of this service as appropriate. A client service recommendation is not necessary however Counselors should reference this memo in the client record.

Ex. VR is supporting summer semester tuition and fees as per Client Service Memo dated April 11, 2017

Thank you,

Aaron Thompson, DRS Director



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